

**VILLAGE OF NORTHFIELD
BOARD OF TRUSTEES
SPECIAL MEETING
Minutes of April 30, 2013**

- I. ROLL CALL.** Chair Kevin T. Beal, Village Trustees Colin T. Bright, Dennis Donahue, Stephen Fitzhugh, and K. David Maxwell. Also present was Village Manager Jay Marcotte. Please note that Trustee Maxwell's participation in the meeting was through teleconference.

Chair Beal called the meeting to order at 5:00 p.m.

- II. PUBLIC PARTICIPATION:** None.

III. DISCUSSION

- a. **Approval of 2013 Annual Village Meeting Warning.** Motion by Trustee Donahue, seconded by Trustee Bright, to approve and sign the 2013 Annual Village Meeting Warning. **Motion passed 5-0-0.**
- b. **Norwich University Request for Parking Ban Easement.** Norwich University (NU) has requested a lifting of the parking ban on Crescent Avenue and Central Street on Saturday, May 4, 2013, in order to accommodate the graduation ceremony for Vermont Technical College. Motion by Trustee Bright, seconded by Trustee Fitzhugh, to approve the request with the usual stipulation that NU work with Northfield Emergency Services to ensure that there is no threat to public safety or undue inconvenience to the travelling public during the event. **Motion passed 5-0-0.**

- IV. EXECUTIVE SESSION.** Motion by Trustee Donahue, seconded by Trustee Bright, to go into executive session, in accordance with 1 VSA 313 (a)(1), in order to discuss a personnel matter with Manager Marcotte present. **Motion passed 5-0-0.**

The Board went into executive session at 5:07 p.m.

Motion by Trustee Fitzhugh, seconded by Trustee Bright, to come out of executive session. **Motion passed 5-0-0.**

The Board came out of executive session at 5:50 p.m. No action was taken.

- V. PUBLIC PARTICIPATION: Non-agenda items.** There was none.

- VI. ADJOURNMENT.** Motion by Trustee Donahue, seconded by Trustee Bright, to adjourn. **Motion passed 5-0-0.**

The meeting adjourned at 5:52 p.m.

Respectfully submitted,

Jay Marcotte

Jay Marcotte, Acting Clerk

These minutes are subject to approval at the next regular meeting.